



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING NOTICE:	The Manufactured Home Installation Board
DATE AND TIME:	Monday, November 14, 2011 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B, Cannon Building

AMENDED AGENDA
(Amended items are noted by an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes – September 12, 2011
- 3.0 Unfinished Business
 - 3.1 Discussion: Memorandum from James Collins Regarding Legislation for the 146th General Assembly, 2nd Legislative Session
 - 3.2 Discussion: Letter to HUD Verifying Status
- 4.0 New Business
 - 4.1 Board/Commission Member Training Session
 - 4.2 Review Application for Manufactured Home Installer by Reciprocity
 - 4.2.1 Stephen Arsenich
 - 4.3 Status of Complaint
 - 4.3.1 Complaint No. 37-01-11 - Closed
 - *4.4 Review Application for Manufactured Home Inspector Certificate
 - 4.4.1 Steve Hickman

*4.5 Review of Continuing Education Course

4.5.1 First State Manufacturing Housing Association

Delaware 2012 Continuing Education Course – 10 hours

5.0 Other Business before the Board (for discussion only)

6.0 Public Comment

7.0 Schedule Next Meeting

8.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE OFFICE OF THE DELAWARE BOARD of Manufactured Home Installation AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.